



HC 88, Box 21, Ripley, WV
25271

304-372-7860

304-372-7881 Fax

2010

Contractors Association Classes

DOH REGISTRATION FORM

LODGING AND MEALS

One Class Per Form

Name _____ Telephone # _____

Company _____ or District _____

Work Address _____

City _____ State _____ Zip _____

Class attending _____ Dates of class _____

Arrival date _____ Departure Date _____ E-Mail _____

You are encouraged to register for the class first. Since housing is limited, lodging reservations will be on a first come, first served basis. **FORMS MUST BE RECEIVED.** Reservations will not be accepted by telephone. Unless you are a State Agency, payment must be received before or upon arrival. Make checks payable to Cedar Lakes Conference Center.

Lodging: Please call 304-372-7860 to check availability for the week of your class.

Accommodations available are:

Holt Lodge - \$ 65.00 room – single or double Roommate _____

Meals: Breakfast - \$ 5.75; Lunch - \$ 6.75; Dinner - \$ 7.75

Note: Meals end with Breakfast Friday for all classes except PCC Inspector - which ends at Thursday breakfast 01/28/10. Please mark the meals you will be having.

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
BREAKFAST					
LUNCH					N/A
DINNER					N/A

Commuters: People not staying at Cedar Lakes - ____ days X \$ 6.75/day for lunch

If your company is tax exempt, please enclose a tax exempt form; otherwise, add 6% WV Sales Tax to the above prices. If you will be paying with State of West Virginia purchasing card, please indicate by card number line.

TOTAL AMOUNT ENCLOSED _____ or/

CREDIT CARD NUMBER _____ Exp. Date _____

PAYMENT CONTACT PERSON _____ PHONE _____

E-MAIL _____